

**CITY OF BIRMINGHAM**  
**DEPARTMENT OF PLANNING, ENGINEERING & PERMITS**  
**710 20<sup>th</sup> Street, North**  
**ROOM 210, CITY HALL**  
**BIRMINGHAM, ALABAMA 35203**

Edwin Revell, Director

<h2 style="margin: 0;">MECHANICAL PERMIT APPLICATION</h2>	Date _____ Case No. _____ Master No. _____ Project No. _____
P.I.D. No.: _____ Address Verified By: _____  Modified Address: _____	

**Please print or type legibly and fill in all that apply**

Job Site  
Address: \_\_\_\_\_  
Location: (floor, wing, suite, etc.) \_\_\_\_\_  
Project Name \_\_\_\_\_

<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
NAME: _____	
ADDRESS: _____	
CITY/STATE/ZIP: _____	
PHONE: (____) _____	CELLULAR: (____) _____
FAX: (____) _____	PAGER: (____) _____
EMAIL: _____	
STATE HVAC LICENSE NO. _____	
<input type="checkbox"/> CONTRACTOR*	
NAME: _____	
COMPANY NAME: _____	
ADDRESS: _____	
CITY/STATE/ZIP: _____	
PHONE: (____) _____	CELLULAR: (____) _____
FAX: (____) _____	PAGER: (____) _____
EMAIL: _____	
*Applicant is required to be authorized by owner to undertake work	

CONTACT PERSON: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
CITY/STATE/ZIP: \_\_\_\_\_ PHONE: ( ) \_\_\_\_\_ CELLULAR: ( ) \_\_\_\_\_  
FAX: ( ) \_\_\_\_\_ PAGER: ( ) \_\_\_\_\_ EMAIL: \_\_\_\_\_

**PERMIT TYPE:** ☐ Residential ☐ Non Residential ☐ Other

**BUILDING TYPE:** ☐ Addition ☐ Existing ☐ Moved ☐ New

**COMMERCIAL TYPE:** ☐ Business ☐ Industrial ☐ Institutional

**WORK TYPE:** ☐ Alterations ☐ New ☐ Replace

**CONTRACT VALUE: \$** \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_

**FOR STAFF USE**

<u>TRADE PERMIT</u>	<u>PENALTY FEE</u>	<u>PENALTY FEE WAIVED</u>	<u>PERMIT FEE WAIVED</u>	<u>PLANS REQUIRED</u>	<u>OTC</u>
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments: _____					
_____					

<p><b>Minimum Permit Fee - \$125.00</b>  <b>\$9.50 per \$1,000.00 value</b>  <b>\$1.00 per \$1,000.00 CICT Commercial Program</b>  <b>\$125.00 Issuance Fee Only for Trade Permits</b></p> <p><b>This permit does not include any Building, Electrical, Gas or Plumbing work. Separate permits are required.</b></p> <p><b>Each electrical meter and/or gas meter shall have a separate permit.</b>  <b>Plan Review Applies if Applicable</b></p>	<b><u>FIXTURE TYPE</u></b>	<b><u>QUANTITY</u></b>	
	1. Bath Exhaust		
	2. Commercial Grease Hood (Engineered Drawings Required)		
	3. Dryer Vent		
	4. Duct System		
	5. Fire Dampers		
	6. Heating/AC (Non-Gas) Appliances		
	7. Residential Hood		
	8. Other (list)		

## CERTIFICATION

Application is hereby made for a Mechanical Permit to accomplish the work as herein described in accordance with duplicate plans and/or specifications necessary to assure compliance to, the Standard Mechanical Code, the Zoning Ordinance and all other pertinent laws and ordinances of the City of Birmingham. All work done shall comply with the mentioned documents whether specified or not herein.

All Information given herein is true and correct to the best of my knowledge. I am fully aware of the provisions of Section 103.4 and 104.3 of the Birmingham Technical Code Regarding Cancellation and Revocation of Permits.

I hereby certify that I have read this application and that all information contained herein is true. If any portion of this information, either intentionally or unintentionally, is false or is a misrepresentation of the material facts, the permit or process granted will be void. I further certify that if I am not the owner, I have proper authorization from the owner to act as representative on his/her behalf and that I may be required to provide written documentation of such authorization to the City of Birmingham.

If the valuation on a commercial project is \$50,000 and over, the contractor *must* have an Alabama General Contractors license.

Signature (Authorized Certified Person)	Date	Business License Number
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